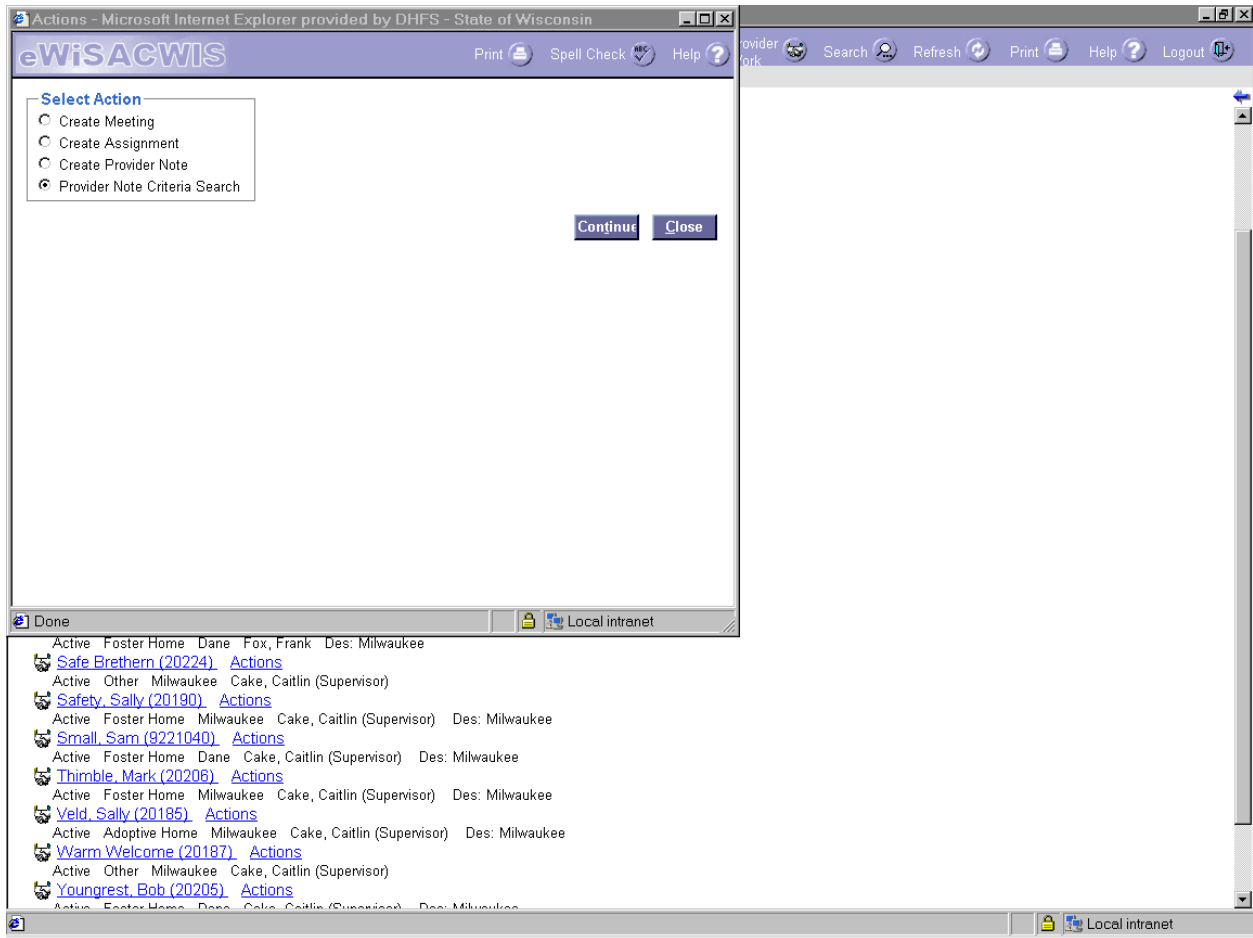


## PRINTING MULTIPLE NOTES REGARDING A PROVIDER

1. From the Desktop, click on the Provider expando to expand all providers to which you have an assignment.
2. Scroll down to the provider for which you want to print multiple provider notes.
3. Click on the Actions Hyperlink next to the provider name. This will open the Actions Window.



4. Click on the Provider Note Criteria Search Radio Button.
5. Click on the Continue button. This will open the Provider Note Criteria Search window. In this window, the user is able to select which type of provider notes the user wants to view regarding.

Provider Note Search Criteria - Microsoft Internet Explorer provided by DHFS - State of Wisconsin

**eWiSACWIS** Print Spell Check Help

**Note Criteria**

Provider: Home, AAA    Number: 20212    Start Date: 06/01/2004    End Date: 07/01/2004    Sort By: Date Occure

Hold down the 'Ctrl' key for multi-selection

**Category and Type Criteria**

Categories		Selected Categories
Adoption	<input type="button" value="Add &gt;"/> <input type="button" value="Add All&gt;&gt;"/> <input type="button" value=" &lt; Remove"/> <input type="button" value=" &lt;&lt; Remove All"/>	Fiscal
CAPTA		OHCUC
Correspondence		
Fiscal		
HFS38/56 Viol/Excpn		
Kinship		
OHCUC		

**Types**

- Fiscal - Forgery
- Fiscal - Other
- Fiscal - Overpayment
- Fiscal - Payment Question
- Fiscal - Placement
- OHCUC - Complaints
- OHCUC - E-mail
- OHCUC - Foster Family Assessment

- Once selection of a Start Date and End Date has been made, select Note Categories, Note Types and Selected Categories. Click on the Search button.
- This will return the results of the search. The user may select to view each not or print each note. If you want to print all the notes, go to the Options drop down. Click on the Go button.

Provider: Home, AAA      Number: 20212      Start Date: 06/01/2004      End Date: 07/01/2004      Sorted by: Date Occurred

Records 1 to 1

PNIID	Date Occurred	Date Entered	Category	Type	Worker Name	Billable	
9221115	07/01/2004	07/01/2004	OHCU	Other	Cake, Caitlin	Yes	<a href="#">Print</a> <a href="#">View</a>

Options:  [Print All Notes](#)[New Search](#)

Close